

# **BLOCK-BY-BLOCK**

## Neighborhood Pride Grant Program

### **Block-by-Block Grant Program Frequently Asked Questions (FAQ)**

*Have you ever had a good idea for a project that would improve the quality of life in your neighborhood, but you didn't know where to get the money to make it happen?*

Through the Block-by-Block Neighborhood Pride Grant Program, the City of Norfolk will fund opportunities for neighbors to work together to design, develop and implement their own neighborhood improvement ideas and projects.

*This FAQ sheet will address some of your questions on how to make your idea a reality in your neighborhood.*

#### **WHAT KIND OF GRANT OPPORTUNITIES ARE AVAILABLE THROUGH BLOCK-BY-BLOCK?**

Mini-grants of up to \$500 and 50/50 Matching grants of up to \$2,500 are available. For the matching grant, awardees must provide a match (monetary, volunteer hours, and/or in-kind donations and services) for whatever funds they request.

#### **WHO CAN APPLY?**

Any Norfolk civic league or neighborhood association that is a legal entity with non-profit status is eligible to apply.

#### **HOW DOES OUR CIVIC LEAGUE BECOME A LEGAL ENTITY?**

Information on becoming a not-for-profit legal entity in the state of Virginia is available online: <http://www.scc.virginia.gov/clk/busdef.aspx>

The application SCC819 (Articles of Incorporation of a Virginia Nonstock Corporation) is also available online: [http://www.scc.virginia.gov/clk/vanon\\_corp.aspx](http://www.scc.virginia.gov/clk/vanon_corp.aspx)

#### **WHAT TYPES OF PROJECTS CAN QUALIFY FOR A GRANT?**

The grant review and selection committee will be looking for projects that provide opportunities for neighbors to become engaged with one another and that improve the quality of life in the community in which they live. A few examples are:

*Eligible Project Types may include:*

- *Beautification/Landscaping* – community gardens, neighborhood gateways, and playground and neighborhood park projects (If the proposed project is on private land, the applicant must provide written proof of permission to use by property owner, and project must be located in a highly visible area and provide a permanent improvement to the area).
- *Neighborhood Capacity & Skill Building* – tutoring programs for youth or seniors, job readiness training, leadership development training, neighborhood conference participation
- *Environmental Enhancement Projects* – wetlands restoration, rain gardens, shoreline buffer restoration (coordinate approvals with appropriate City departments (Recreation, Parks and Open Space – Parks & Forestry and/or Planning – Environmental Services)
- *Neighborhood Pride Building Events* – Good neighbor celebration, neighborhood history event, neighborhood reunion, holiday celebration, annual art exhibit, holiday festival or block party

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- Ongoing or existing projects/events may be considered *if* the proposal enhances or adds value to the projects/events. (*Example:* Accessibility ramps/walkways are added at an existing dog park).

#### **HOW WILL THE PROJECTS BE SELECTED?**

Applications will first be screened to make sure they are complete and qualify for the program. Qualifying applications will be reviewed by a committee comprised of Norfolk residents and city staff. All applicants will be notified of approval or denial via mail.

#### **WHERE CAN WE GET AN APPLICATION?**

You may contact the Department of Communications at 757-664-6772 to request an application packet via mail; pick one up at City Hall, 810 Union Street, Suite 509; or go online and download one at: [www.norfolk.gov/neighborsbuildingneighborhoods](http://www.norfolk.gov/neighborsbuildingneighborhoods).

#### **HOW CAN I RECEIVE ADDITIONAL INFORMATION/WILL THERE BE HELP IN COMPLETING THE APPLICATIONS?**

There are three main ways to receive additional information and/or assistance:

1. *Contact your Neighborhood Development Specialist for one-on-one technical assistance*  
<http://www.norfolk.gov/communityenrichment/NeighborhoodServiceAreas.asp> or call Department of Communications at 664-6772
2. *Attend Block-by-Block Application Workshop*  
When: Monday, November 19, 2012  
Where: Norview Community Center, 6380 Sewells Point Road, 23513.  
To register: Call 664-6772 or email [community.enrichment@norfolk.gov](mailto:community.enrichment@norfolk.gov)
3. Download Block-by-Block Program Description and Guidelines  
[http://www.norfolk.gov/neighborsbuildingneighborhoods/Block\\_Pride\\_Grants.asp](http://www.norfolk.gov/neighborsbuildingneighborhoods/Block_Pride_Grants.asp)

#### **WHERE DO WE SEND COMPLETED APPLICATION?**

Applicants may either drop off or mail completed packets to: Department of Communications  
810 Union Street, Suite 509, Norfolk, VA, 23510, *ATTN: Michelle Johnson*

#### **WHEN IS THE APPLICATION DEADLINE?**

Application packets must be received no later than close of business on Tuesday, January 15, 2013.

#### **WHEN WILL AWARDS BE ANNOUNCED?**

Spring awards will be announced in March 2013. Projects will be running (depending on the length and type of the project) throughout the spring with all projects completed by June 2013.